



**SAC
SPECIAL AGREEMENT CHECK
For Contract Employees**



NAME: _____
(Last Name) (First Name) (Middle Name)

SSN: _____ DOB: _____

ALIAS: _____ RACE: _____ SEX: _____

EYE COLOR: _____ HAIR COLOR: _____

HEIGHT: _____ WEIGHT: _____

PLACE OF BIRTH: _____
(State/Country)

RESIDENT ADDRESS: _____

CITIZENSHIP: _____

POSITION: _____

SCARS, MARKS, TATTOO(S): _____

CONTRACT INFORMATION

Contractor Name: _____

Purchase Order Number: _____

Contract Number: _____

Contracting Officer: _____

Signature of Contracting Officer's Technical Representative

Date

Privacy Act Statement

Authority – This information is being collected under the authority of the following: DUSHOM Memo, dated February 8, 2007; VHA Directive 0710, dated May 18, 2007; VHA Handbook 0710.01, dated May 18, 2007; VA Directive and Handbook 0710, dated September 10, 2004; and VA Notice 06-6, dated December 18, 2006.

Purposes and Uses - The information provided on this form will be used to perform a special agreement check (SAC) which consist of obtaining single or multiple record checks for use in pre-screening contractor employees and resolving individual security/suitability issues for individuals performing under the contract.

Addition Background Levels: It is possible that the position will require a higher level background check equivalent to a NACI. Any employee providing onsite services will be required to have a the required background checks at the expense of the contractor.